



# Know the BRO and Fort Riley



DEPARTMENT OF THE ARMY  
HEADQUARTERS, 1ST INFANTRY DIVISION AND FORT RILEY  
580 1ST DIVISION ROAD  
FORT RILEY, KS 66442-7000

AFZN-CG

22 November 2013

MEMORANDUM FOR All Leaders, Soldiers and Airmen Assigned to the 1<sup>st</sup> Infantry Division and Fort Riley, Kansas

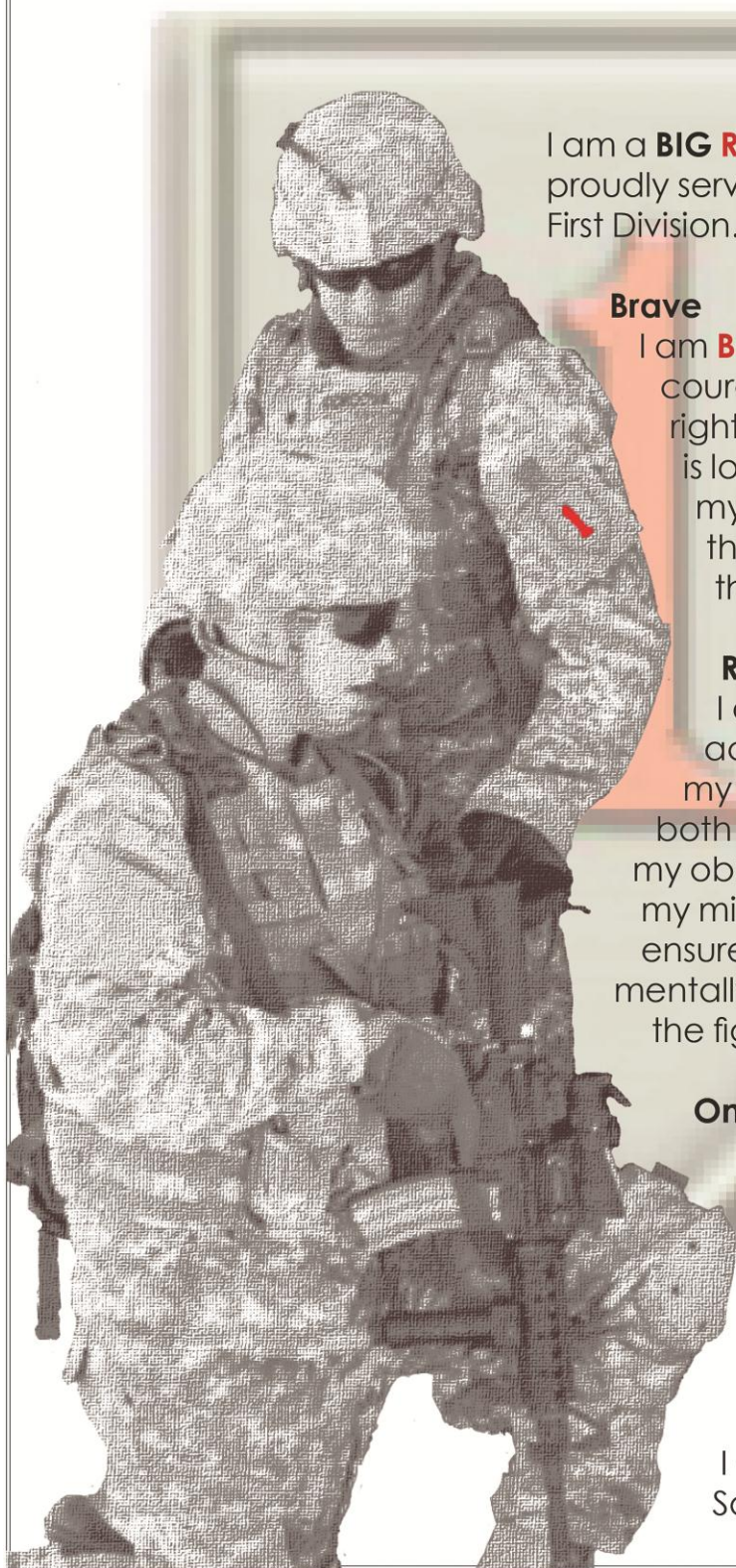
SUBJECT: First Infantry Division Standards

1. The primary purpose of the Big Red One Knowledge Book is to reinforce the Division's Pillars through setting high standards of conduct and appearance. The men and women of the 1<sup>st</sup> Infantry Division make up a highly disciplined fighting force that embodies the adage: Brave, Responsible, and On Point for our Nation.
2. We must maintain our professionalism at all times. These standards do not represent all the regulatory guidance governing individual Soldiers. They highlight certain aspects found in Army Regulations and the standards applicable to the 1<sup>st</sup> Infantry Division and Fort Riley.
3. Compliance with these standards is fundamental to the discipline of all Big Red One Leaders and Soldiers. It is important that every Leader and Soldier has pride in one's self first. Training, Maintaining, Morale, Discipline and Teamwork represent the framework of this Division's Warfighting Capability to be a premiere fighting force.
4. The ability to build and maintain tenacity and establish multi-echelon/ multi-function training starts with an awareness of comprehensive self development. Leaders and Soldiers know why they serve, and understand where their efforts can actively affect the best outcome of the organization. This can only happen when Leaders and Soldiers commit to Doing What's Right When No One Is Looking, and being recognized for those results.

Duty First!

MICHAEL A. GRINSTON  
CSM, USA  
Division/Post Command Sergeant Major

PAUL E. FUNK II  
Major General, US Army  
Commanding



I am a **BIG RED ONE** Soldier,  
proudly serving in our nation's  
First Division.

#### **Brave**

I am **BRAVE**. I have the  
courage to do what is  
right, even when no one  
is looking, and to face  
my enemies, whoever  
they are and wherever  
they hide.

#### **Responsible**

I am **RESPONSIBLE**. I am  
accountable to myself,  
my family and my unit,  
both on and off duty. It is  
my obligation to exercise  
my mind and my body to  
ensure I am physically,  
mentally and spiritually fit for  
the fight.

#### **On Point**

I am **ON POINT** for  
the Nation. My  
contributions as a  
teammate matter  
– to my family, unit,  
community and to  
my nation.

I am a **BIG RED ONE**  
Soldier!



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## THE ARMY VALUES

Many people know what the words Loyalty, Duty, Respect, Selfless Service, Honor, Integrity, and Personal Courage mean. However, how often do you see someone actually live up to them? Soldiers learn these values in detail during Basic Combat Training (BCT), from then on, they live them every day in everything they do — whether they are on the job or off. In short, the Seven Core Army Values listed below are what being a Soldier is all about.

**Loyalty** - Bear true faith and allegiance to the U.S. Constitution, the Army, your unit and other Soldiers.

Bearing true faith and allegiance is a matter of believing in and devoting yourself to something or someone. A loyal Soldier is one who supports the leadership and stands up for fellow Soldiers. By wearing the uniform of the U.S. Army, you are expressing your loyalty. In addition, by doing your share, you show your loyalty to your unit.

**Duty** - Fulfill your obligations.

Duty means being able to accomplish tasks as an individual or as part of a team. The work of the U.S. Army is a complex combination of missions, tasks and responsibilities — all in constant motion. You fulfill your obligations as a part of your unit every time you resist the temptation to take “shortcuts” that might undermine the integrity of the final product.

**Respect** - Treat people as they should be treated.

In the Soldier’s Code, we pledge to “treat others with dignity and respect while expecting others to do the same.” Respect is what allows us to appreciate the best in other people. Self-respect is a vital ingredient with the Army value of respect, which results from knowing you have put forth your best effort. The Army is one team and each of us has something to contribute.

**Selfless Service** - Put the welfare of the nation, the Army and your subordinates before your own.

Selfless service is larger than just one person. In serving your country, you are doing your duty loyally without thought of recognition or gain. The basic building blocks of selfless service is the commitment of each team member to go a little further, endure a little longer, and look a little closer to see how he or she can add to the effort.

**Honor** - Live up to Army values.

The nation’s highest military award is The Medal of Honor. This award goes to Soldiers who make honor a matter of daily living — Soldiers who develop the habit of being honorable, and solidify that habit with every value choice they make. Honor is a matter of carrying out, acting, and living the values of respect, duty, loyalty, selfless service, integrity and personal courage in everything you do.

**Integrity** - Do what is right, legally and morally.

Integrity is a quality you develop by adhering to moral principles. It requires that you do and say nothing that deceives others. As your integrity grows, so does the trust others place in you. The more choices you make based on integrity, the more this highly prized value will affect your relationships with family and friends, and, finally, the fundamental acceptance of yourself.

**Personal Courage** - Face fear, danger or adversity (physical or moral).

Personal courage has long been associated with our Army. With physical courage, it is a matter of enduring physical duress and at times risking personal safety. Facing moral fear or adversity may be a long, slow process of continuing forward on the right path, especially if taking those actions is not popular with others. You can build your personal courage by daily standing up for and acting upon the things that you know are honorable.

## **FIRST INFANTRY DIVISION HISTORY**

The Division's history began in 1917 when General John "Blackjack" Pershing arrived in France with the First American Expeditionary Force. The "Fighting First" led the way for American troops in World War I. Names like Cantigny, Soissons, St. Mihiel and the Argonne Forest tell the story of the gallantry of the Soldiers of the 1st Infantry Division, now wearing the famous "Big Red One" patch on their left shoulder.

During World War II, the 1st Infantry Division was the first to reach England, the first to fight the enemy in North Africa and Sicily, the first on the beaches of Normandy in D-Day and the first to capture a major German city – Aachen.

The D-Day landings on June 6, 1944 provided the supreme test. In five days, the division drove inland and cleared a beachhead for supplies and troops. Driving eastward across France against fanatical resistance, the Soldiers of the 1st Infantry Division spent nearly six months in continuous action with the enemy.

After capturing Aachen, the 1st Infantry Division still faced months of bitter fighting at places like the Hürtgen Forest and the Battle of the Bulge. When the War ended, the Big Red One had rolled through Germany and into Czechoslovakia.

The 1st Infantry Division remained in Germany until 1955, first as occupation troops, then as partners with the new Germany in NATO, North Atlantic Treaty Organization. In 1955, the Big Red One redeployed to Fort Riley Kansas.

In the summer of 1965, the Big Red One was the first division called to fight in Vietnam. For nearly five years, its Soldiers battled the enemy while carrying out programs to aid the people of South Vietnam. In April 1970, the colors of the 1st Infantry Division returned to Fort Riley. Home again, the Big Red One became a dual based division with its 3rd Brigade in West Germany.

Another first was credited to the Division when it embarked on the beginning of a long series of REFORGER (Return of Forces to Germany) exercises. These exercises demonstrated our nation's determination and capability to defend, with our NATO allies, Western Europe.

On November 8, 1990, the 1st Infantry Division was alerted and over the next two months, deployed more than 12,000 Soldiers and 7,000 pieces of equipment to Saudi Arabia in support of Operations Desert Shield/Storm. Another first, the Big Red One led the charge into Iraq. After spearheading the armored attack into Iraq, by February 27, 1991 the division broke the enemy's defense along the Kuwait border and cut off the path of retreat for the fleeing Iraq Army.

During the next 100 hours, the Division raced across southern Iraq into Kuwait, engaging and destroying all or part of 11 enemy divisions. The Division fought its way through 260 kilometers of enemy-held territory, and destroyed more than 500 enemy tanks and 480 armored personnel carriers. In addition, the Division captured more than 11,400 enemy prisoners of war – twice as many as any other unit.



On April 10, 1996, the colors of the 1st Infantry Division moved to the German city of Würzburg. Shortly after their arrival, the Big Red One Soldiers assumed peace enforcement responsibilities in Bosnia-Herzegovina in support of Operations Joint Endeavor/Guard. The Division deployed to the Balkans twice in 1999, first as part of Task Force Sabre in Macedonia, then in Kosovo with NATO's Task Force Falcon on 10 June. This contingent patrolled the streets and countryside of Kosovo until June 2000, when it turned the mission over to the 1st Armored Division.

In November 2002, the 2nd Battalion, 63rd Armored Regiment joined NATO's Task Force Falcon in support of Operation Joint Guardian for a peacekeeping mission in Kosovo. The 2nd Battalion, 63rd Armored Regiment enforced peace agreements in the Multi-National Brigade East Sector. The 2-63 helped create a more secure environment and assisted in transition to civilian control.

In January 2003, the division primed itself for Operation Iraqi Freedom. Big Red One Soldiers formed Headquarters, Armed Forces-Turkey and prepared the way for the 4th Infantry Division to enter Iraq through Turkey. When the Turkish Government denied access through their border, ARFOR-T collapsed the lines of communication it had built and the 4th ID deployed to Iraq via Kuwait.

The division took a more direct role in Operation Iraqi Freedom in March 2003, when the 1st Battalion, 63rd Armored Regiment deployed to Northern Iraq. Operating in the Sunni Triangle, Task Force 1-63 conducted combat operations while simultaneously helping bring stability to the region.

As Task Force 1-63 returned home to Germany in February 2004, the rest of the 1st Infantry Division and Task Force Danger deployed to Northern Iraq in support of Operation Iraqi Freedom. The 1st Infantry Division's Task Force Danger consists of Germany-based 1st Infantry Division units along with the 30th Brigade Combat Team "Old Hickory" based in North Carolina, and the 25th Infantry Division's 2nd Brigade Combat Team from Hawaii.

The 1st Brigade Combat Team deployed to support Operation Iraqi Freedom in the fall of 2003 and returned to Fort Riley in September 2004.

As part of the BRAC changes, the Division cased its colors in Germany July 7, 2006. The 1st Infantry Division conducted a transfer of authority with the 24th Inf. Div. on August 1, 2006, assuming command and control of Fort Riley.

The 2nd Brigade Combat Team deployed from Germany in support of Operation Iraqi Freedom in 2006.

Due to changes in the war strategy, 1st Brigade assumed two new missions for the Army in 2006.

Mission 1: The 1st Brigade is charged with supporting the Army's Transition Team training mission where Brigade Soldiers train thousands of service members from across the Army, Air Force and Navy to become Iraqi and Afghan military advisors.

Mission 2: The 1st Brigade provided deployable security force elements that can move anywhere the Army wants them to be. Approximately 2,000 Soldiers from the brigade deployed fall 2006 as SECFOR companies.

The 4th Infantry Brigade Combat Team from Fort Riley deployed to Iraq in early 2007 and returned in April 2008. During its 15-month deployment to Iraq, 74 Soldiers assigned and from attached units gave their lives. While in Iraq, the 4th IBCT Soldiers conducted combat operations that resulted in the capture of more than 200 high-profile targets and reduced 20 enemy cells down to five. 4th IBCT Soldiers also completed more than 200 civil projects, including repairing sewer, water, medical and education facilities. Working with the Iraqi Government in Rashid, the 4th IBCT increased water accessibility by 90 percent.

The 3rd Brigade Combat Team deployed to eastern Afghanistan in June 2008, where the 'Dukes' would record more than 1,000 firefights, 1,000 enemy KIAs, 500 bombs dropped, 26,000 rounds of artillery fired, and 400 purple hearts awarded.

In October 2008, the 2nd Heavy Brigade Combat team deployed to Iraq again, this time to Northwest Baghdad, where the Dagger Brigade would oversee the moving of American Forces out of the city and restricted to post, in accordance with the new Status of Forces Agreement with the Iraqi Government.

The Division Headquarters and Headquarters Battalion, the first of its kind in the new modular division headquarters structure, deployed to United States Division – South to assume control of the ongoing United States Operations in the southern part of Iraq. The DHHB unit replaced the 34th Infantry Division 'Red Bulls', and was relieved by the 36th Infantry Division 'Arrowhead'.

In April of 2010, the 1st Infantry Division Combat Aviation Brigade returned to Iraq, assuming the role of Enhanced CAB, taking responsibility for the air control over all of Iraq in August.

The 1st Brigade of the 1st Division re-formed as a combat team again and deployed in support of Operation New Dawn in November 2010.

In April 2012, the Division Headquarters and Headquarters Battalion, assembled as Task Force Defender, deployed to CJTF-1, Regional Command East to assume control of the ongoing United States Operations in the eastern part of Afghanistan. The DHHB's activities are chronicled at <http://www.rc-east.com>. The Division Headquarters and Headquarters Battalion uncased its colors back home at Fort Riley, March 2013.

***"NO MISSION TOO DIFFICULT, NO SACRIFICE TOO GREAT" "DUTY FIRST"***



## LADY VICTORY



The Division's distinctive insignia was originally approved for Headquarters Detachment and Headquarters, Special Troops, 1st Division, on 9 December 1930. It was reassigned for use by non-color bearing units of the First Infantry Division on 2 September 1965.

On 14 January 2006, the orders for the distinctive badge were once again amended to revise the description and to add the symbolism for the design. The insignia is described as follows:

It is an oval shaped gold color metal and enamel device 1 1/8 inches in height overall consisting of a gold color metal background encircled by an elliptical band divided horizontally of red enamel to the top and blue enamel to the base, inscribed on the blue the motto "VICTORY" in gold color metal letters; centered on the device is the figure from the First Division monument, molded in gold color metal, with wings upraised arms extending over the red enamel portion of the band.

### Symbolism:

The colors red and blue are from the Distinguishing flags of Infantry Divisions. The figure portion is that of the 1st Infantry Division Monument, located in Washington D.C.

## THE BIG RED ONE PATCH (SSI)



Two legends have emerged in answer to the question about the origins of the Big Red One shoulder patch.

The first story says that during World War I, First Division supply trucks were of English Manufacture, so the drivers painted a huge figure "1" on each truck to distinguish their vehicles from those of the other Allies. Later, First Division Engineers carried this measure a step further by sewing a red patch on their sleeves on which was placed the number "1."

The second, more-often quoted tale involves a general and a lieutenant. According to this version, during the build-up and training days of 1917, a general officer decided that the Division needed a suitable shoulder sleeve insignia. He proceeded to cut a crude numeral "1" from a ragged suit of his flannel underwear. When a brash young lieutenant saw the red numeral, he shouted, "The general's underwear is showing!" The general shouted back, "All right young man if you're so smart, come up with something better." The lieutenant produced a prototype of today's patch, using a piece of cloth (probably grey) from a captured Soldier's uniform on which he placed the red "1".

In October 1918, members of the Division officially approved the patch, as it is now known, a red "1" on a solid olive green background, for wear.

Proudly worn, the patch symbolizes the legacy and tradition that binds all generations of those who have worn the Big Red One.

## **THE LONG MOTTO CALL**

From hell to victory

(R) We are the fighting first!

No mission too difficult

(R) No sacrifice too great!

Duty First

(R) Victory!



## **THE BIG RED ONE SONG**

Toast of the Army,

Favorite Son! Hail to the brave Big Red One!

Always the first to thirst for a fight.

No foe shall challenge our right to victory.

We take the field, a grand sight to see.

Pride of the Infantry.

Men of a great division,

Courage is our tradition,

Forward the Big Red One!

"The Big Red One" march was composed in the summer of 1943 at Constantine, Algeria by then Captain Donald T. Kellett who was hospitalized and recovering from wounds suffered during the Battle for Hill 609 at El Guettar, Algeria. It was dedicated to Major General Terry Allen, who commanded the Division in North Africa and Sicily, and who awarded Kellett the Silver Star at Kasserine Pass, Tunisia. Kellett, who retired from the U.S. Army as a colonel, became widely known throughout the Army during his 30-year military career for his marches. Colonel (Retired) Donald T. Kellett died in 1991.

## **FIRST INFANTRY DIVISION MEDAL OF HONOR RECIPIENTS (33)**

### **World War I (5)**

*Sgt. Wilbur E. Colyer, 1st Eng. Regt*

*Pfc. Daniel R. Edwards, 3rd Machine Gun Bn.*

*Sgt. Michael B. Ellis, 28th Inf. Regt.*

*Pvt. Sterling Morelock, 28th Inf. Regt.*

*2nd Lt. Samuel L. Parker, 28th Inf. Regt.*

### **World War II (16)**

*1st Lt. Jimmie W. Monteith Jr., 16th Inf. Regt.*

*Staff Sgt. George Peterson, 18th Inf. Regt.*

*Technician 5th Grade John J. Pinder, 16th Inf. Regt.*

*Pvt. James W. Reese, 26th Inf. Regt.*

*Staff Sgt. Joseph E. Schaefer, 18th Inf. Regt.*

*Sgt. Max Thompson, 18th Inf. Regt.*

*Cpl. Henry F. Warner, 26th Inf. Regt.*

*1st Lt. Walter J. Will, 18th Inf. Regt.*

*Pvt. Carlton W. Barrett, 18th Inf. Regt.*

*Capt. Bobbie E. Brown, 18th Inf. Regt.*

*Staff Sgt. Arthur F. DeFranzo, 18th Inf. Regt.*

*Staff Sgt. Walter D. Ehlers, 18th Inf. Regt.*

*Pvt. Robert T. Henry, 16th Inf. Regt.*

*Tech Sgt. Jake W. Lindsey, 16th Inf. Regt.*

*Pfc. Francis X. McGraw, 26th Inf. Regt.*

*Pfc. Gino J. Merli, 18th Inf. Regt.*

## **Vietnam (11)**

*2nd Lt. Robert J. Hibbs, 2nd Bn., 28th Inf. Regt.*

*Sgt. James W. Robinson Jr., 2nd Bn., 16th Inf. Regt.*

*Sgt. Donald R. Long, 1st Sqdn., 4th Cav. Regt.*

*Capt. Euripedes Rubio, Jr., 1st Bn., 28th Inf. Regt.*

*PSG Matthew Leonard, 1st Bn., 16th Inf. Regt.*

*2nd Lt. Harold B. Durham, Jr., 6th Bn., 15th Field Artillery Regt.*

*SPC. Robert F. Stryker, 1st Bn., 26th Inf. Regt.*

*Lt. Col. Charles C. Rogers, 1st Bn., 5th Field Artillery Regt.*

*1st Lt. Gary L. Miller, 1st Bn., 28th Inf. Regt.*

*SPC. Robert D. Law, Co. I (Ranger), 75th Inf. Regt.*

*Staff Sgt. James L. Bondsteel, 2nd Bn., 2nd Inf. Regt.*

## **Operation Iraqi Freedom (1)**

*SPC. Ross A. McGinnis, 1st Bn., 26th Inf. Regt.*

*Official website of the congressional medical of honor society <http://www.cmozs.org/recipient-archive.php>*



## THE NCO CREED

No one is more professional than I. I am a Noncommissioned Officer, a leader of Soldiers. As a Noncommissioned Officer, I realize that I am a member of a time-honored corps, which is known as "The Backbone of the Army". I am proud of the Corps of Noncommissioned Officers and will at all times conduct myself so as to bring credit upon the Corps, the Military Service and my country regardless of the situation in which I find myself. I will not use my grade or position to attain pleasure, profit, or personal safety.

Competence is my watchword. My two basic responsibilities will always be uppermost in my mind -- accomplishment of my mission and the welfare of my Soldiers. I will strive to remain technically and tactically proficient. I am aware of my role as a Noncommissioned Officer. I will fulfill my responsibilities inherent in that role. All Soldiers are entitled to outstanding leadership; I will provide that leadership. I know my Soldiers and I will always place their needs above my own. I will communicate consistently with my Soldiers and never leave them uninformed. I will be fair and impartial when recommending both rewards and punishment.

Officers of my unit will have maximum time to accomplish their duties; they will not have to accomplish mine. I will earn their respect and confidence as well as that of my Soldiers. I will be loyal to those with whom I serve; seniors, peers, and subordinates alike. I will exercise initiative by taking appropriate action in the absence of orders. I will not compromise my integrity, nor my moral courage. I will not forget, nor will I allow my comrades to forget that we are professionals, Noncommissioned Officers, leaders!



## SOLDIERS CREED

I am an American Soldier.

I am a Warrior and a member of a team.

I serve the people of the United States, and live the Army Values.

***I will always place the mission first.***

***I will never accept defeat.***

***I will never quit.***

***I will never leave a fallen comrade.***

I am disciplined, physically and mentally tough, trained and proficient in my warrior tasks and drills.

I always maintain my arms, my equipment and myself.

I am an expert and I am a professional.

I stand ready to deploy, engage, and destroy, the enemies of the United States of America in close combat.

I am a guardian of freedom and the American way of life.

I am an American Soldier.

## **PERSONAL CONDUCT**

Whether on-or off-duty, on-or off-post, in uniform or civilian clothes, Soldiers will conduct themselves in such a manner so as not to bring discredit upon themselves, the 1<sup>st</sup> Infantry Division, Fort Riley, and the United States Army. Some examples are

### **Do**

- Treat others with respect
- Make on the spot corrections
- Ask questions if you don't know
- Be a good steward of Army Resources
- Be a reliable Superior, Peer, or Subordinate
- Hold everyone accountable, Officers as well as Enlisted
- Communicate effectively with Soldiers, leaders and families
- Be in the right place, at the right time, in the right uniform
- Ensure Soldiers always present a professional military appearance
- Coach, teach, and mentor to assume the role of the next higher position

### **Don't**

- Allow Soldiers to walk in a gaggle formation; form a formation
- Talk on your cell phone while walking in uniform
- Stand with hands in pockets or Roll your sleeves
- Lose your military bearing when not in uniform
- Avoid or ignore Officers so not to salute
- Drive or walk during Reveille/Retreat
- Forget to take care of each other
- Compromise your integrity
- Quit and Never Surrender
- Don't Drink and Drive



Ensuring the proper conduct of Soldiers is a function of command. **Commanders rely upon leaders in the Army to enforce the Army standard in all we do.** It is the responsibility of all Soldiers to exercise general military authority to correct military personnel in any case where the Soldier's conduct violates good order and military discipline. Leaders are responsible for their Soldiers and should take corrective action when they observe inappropriate conduct.

## **COMMANDER'S DISCIPLINE TOOLS**

When addressing Soldier misconduct or indiscipline, commanders have many options. These include no action if the situation warrants, non-punitive action/adverse administrative measures, non-judicial punishment, and judicial action. When addressing misconduct or indiscipline, each case must be individually considered and addressed based upon the specific facts and circumstances involved.

**Non-Punitive Measures/Adverse Administrative Actions.** These measures are primarily tools for teaching proper standards of conduct and performance and do not constitute punishment. Extra Training or Instruction: AR 600-20 and AR 27-10. (The training or instruction must relate directly to the deficiency observed and must be oriented to correct that particular deficiency.)

Revocation of Pass Privileges: AR 600-8-10 Suspension of Favorable Actions—FLAGS: AR 600-8-2. Negative Counseling—View Towards Separation: AR 635-200. Rehabilitative Transfer: AR 635-200. Enlisted Separations: AR 635-200. Officer Separations: AR 600-8-24. Bar to Reenlistment: AR 601-280. Enlisted Administrative Reduction in Grade: AR 600-8-19. Suspension/Revocation of Driving Privileges: AR 190-5. Relief for Cause: AR 623-3 and 600-20. Reprimand: AR 600-37.

**Non-Judicial Punishment/Article 15.** Use of non-judicial punishment is proper in most cases involving minor offenses in which non-punitive measures are considered inadequate or inappropriate. If it is clear that non-judicial punishment will not be sufficient to meet the ends of justice, more stringent measures may be taken. Summarized Article 15/Company Grade Article 15/Field Grade Article 15/GO Article 15.

**Judicial Action/Courts-Martial.** Courts-martial are appropriate when other measures are deemed insufficient to meet the ends of justice. Consult with your Servicing Judge Advocate immediately if you believe the situation will warrant judicial action. Summary Court-Martial/Special Court-Martial/General Court-Martial

**Undesirable conduct includes, but is not limited** to drunk/reckless behavior, drunk or disorderly conduct, offensive language or gestures, and failure to satisfy financial obligations. Smoking is not permitted within 50 feet of any entrance to any building and only in authorized and designated smoking areas. Tobacco use is prohibited in all DA-occupied workplaces except for designated smoking areas. The workplace includes any area inside a building or facility over which DA has custody and control, and where work is performed by military personnel, civilians, or persons under contract to the Army. Designated areas will be at least 50 feet from common points of ingress/egress and will not be located in areas that are commonly used by nonsmokers. Use of all tobacco products is prohibited in all military vehicles and aircraft, and in all official vans and buses.

## **1. Conduct in Public Establishments.**

b. When visiting public establishments, Soldiers must be especially courteous to our civilian neighbors and conduct themselves in a manner that does not bring discredit upon themselves or the Army.

c. Wear proper clothing. Find out ahead of time what clothes are proper for the establishment or event you plan to visit and dress accordingly.

d. Watch your noise level. Excessive noise infringes on the rights of others and is detrimental to a positive and healthy environment in which Fort Riley Soldiers, civilians and Family members can work and live. Individuals will not create situations where voices, activities, or electronics devices create excessive noises. Always respect the rights of others to have a quiet meal or drink. Entering an establishment yelling and screaming at friends will create resentment.

e. Watch your language. The Army Values and Warrior Ethos guide us in all aspects of our professional and personal lives. Dignity and respect for others are essential in everything we do. We should be considerate of one another. The use of profanity and racial epithets are unacceptable anywhere. Profanity has become much more prevalent in what would be considered normal conversation in public. We are, often, no longer aware of the impression it conveys to our host community, as well as the offensive atmosphere it creates for fellow Soldiers. Soldiers should be aware of their surroundings and be tactful and courteous at all times.

**2. Soldiers Do Not Drink and Drive!** Driving under the influence of alcohol or other drugs (DUI) decreases the readiness, morale, and discipline of the command. This dangerous behavior calls into question the Soldier's judgment and professionalism and brings discredit upon the Soldier, the command and the United States Army.

a. The legal drinking age in Kansas is 21. Soldiers under age 21 are prohibited from drinking on or off post at any time. This can cost you your career. "Do the right thing... especially when no one is looking".

b. The impaired driving standard is a .08% BAC (over the age of 21) and .02% BAC (under the age of 21) in the state of Kansas.

c. Watch your drinking. Drinking excessively is an indicator of poor judgment and poor discipline. Soldiers will not carry (on foot or in POVs) open containers of alcoholic beverages except in areas designated for consumption of alcoholic beverages, i.e. picnic grounds.

d. Plan ahead, know and use the designated driver rule. Groups of Soldiers will designate a driver who will not drink. Use public transportation such as taxis, contact your friends, or use your chain of command or command/installation sponsored programs like the "Riley Ride".

### **3. Music Devices.**

a. When playing Audio, or similar devices in the housing areas, if the noise is audible from outside the barracks room or family quarters, the noise is too loud. Commanders with authority can confiscate such devices on post when they are played in such a manner that disturbs others. Remember to be considerate of others.

b. Loud music is a safety concern for Soldiers not only for those who are listening to it while they are driving but for other operators, road workers and emergency vehicles as well. In a vehicle on the installation if noise can be heard 50 feet from the vehicle, whether that vehicle is moving or stationary, the noise is too loud.

c. Music containing vulgar or obscene language will not be so loud as to be heard outside of the vehicle, barracks rooms and on post housing, regardless of the distance.

### **4. Relationships between Soldiers of Different Ranks.**

a. All military personnel share the responsibility for maintaining professional relationships. IAW AR 600-20, Para 4-14.

b. The following relationships between Army officers and enlisted persons are prohibited: (1) ongoing business relationships; (2) dating, intimate sexual relationships, and non-operational co-habitation; and (3) gambling. These types of relationships can hurt the morale and discipline of the unit and are punishable under UCMJ.

c. Relationships between Soldiers of different ranks are prohibited if the relationships: (1) compromise, or appear to compromise, the integrity of supervisory authority or the chain of command; (2) cause actual or perceived partiality or unfairness; (3) are, or are perceived to be, exploitative or coercive in nature; (4) involve, or appear to involve, the improper use of rank or position for personal gain; and (5) create an actual or clearly predictable adverse impact on discipline, authority, morale, or the ability of the command to accomplish its mission.

## **5. Military Customs and Courtesy.**

a. Courtesy among members of the Armed Forces is vital to maintain military discipline. IID Soldiers will extend proper customs, courtesies and respect to their Superiors at all times. All Army personnel in uniform shall salute when they meet and recognize persons entitled to the salute. Salutes will be exchanged between officer (commissioned and warrant) and enlisted personnel, and with authorized personnel of all the Armed Forces. Courteousness is respect for and consideration of others. In the Army the various forms of courtesy have become customs and traditions. It is important to render these courtesies correctly.

b. The exchange of a salute is a visible sign of good discipline and mutual respect. Saluting is an outward sign of unit pride and esprit de Corps. IAW AR 600-25 each salute shall be rendered with a greeting and response. The 1<sup>st</sup> Infantry Division greeting is “Duty First, Sir or Ma’am.” The response from the officer will be “Victory.” When approaching an NCO the appropriate greeting of the day will be rendered, “Good morning Sergeant” the response from the NCO will be “Unit Motto.” Additionally:

(1) Be on alert for general officers and other senior officer vehicles, which are identified with plates depicting their rank attached to the front of the vehicle. Proper military courtesy requires that you render a salute to these officers as they pass.

(2) If an officer is coming your way, wait until you are approximately six paces apart and salute. If the officer is at a distance and turning away, then the proper saluting distance is recognition distance.

c. The following rules apply in most situations you are likely to face.

(1) Unit headquarters, orderly rooms, supply rooms, dayrooms, and squad rooms. The first person to see an officer who is higher rank than the officer present in the room should call “Attention.” The senior Soldier present in the area should then report to the visiting officer. When a senior Noncommissioned Officer enters a room/area, “At Ease” will be called.

(2) During conversations. All Soldiers, officer or enlisted, will come to the position of attention facing a senior officer when spoken to. In an official capacity normally the senior officer will direct “At Ease” or “Carry on” if the situation merits. When an enlisted Soldier is speaking to a senior Noncommissioned Officer, the Soldier will stand at “Parade Rest” unless otherwise directed by the NCO. A subordinate shall stand when spoken to by someone senior in rank unless the superior directs otherwise. When walking with a senior Soldier, the junior officer or enlisted Soldier will walk to the senior’s left side.

(3) In formation. When an officer approaches Soldiers in a formation, the person in charge calls, “Attention” and renders a salute for the entire group. When an officer senior in rank approaches a group of individuals not in formation, the first person to see the officer calls “Group, Attention” and everyone in the group faces the officer and renders a salute with the appropriate greeting.

(4) Salutes will be exchanged outside the PX, post theater, and other congested areas to include under overhangs. All Soldiers, officer and enlisted, will render the necessary salute, unless the act would be impractical. i.e., arms full of packages, at which time render the appropriate verbal greeting.

(5) The US flag as distinguished from “The Colors” is not saluted except during the ceremonies of raising (Reveille) and lowering (Retreat) the flag and when it is passing in a parade.

(6) Retired military personnel should be given the respect normally afforded their active duty rank.

d. Reveille and Retreat ceremonies.

(1) Reveille: When you are outside, in uniform, not in formation and you hear “Reveille” you should face towards the US flag, if visible. If the US flag is not visible face towards the music and assume the position of attention. Soldiers will salute on the first note of music. **During reveille all vehicles on post will stop when the music is heard. Military and Civilian attire occupants will dismount their vehicle and render the proper courtesy.** If you are in civilian attire and hear “Reveille” you may remove all headgear and place your right hand over your heart.

(2) Retreat: When you are outside, in uniform, not in formation and you hear “Retreat” you should face towards the US flag, if visible. If the US flag is not visible, face towards the music and assume the position of attention. Soldiers will salute when “To the Colors” is played. **During retreat all vehicles on post will stop when the music is heard. Military and Civilian attire occupants will dismount their vehicle and render the proper courtesy.** If you are in civilian attire and hear “To the Colors” or the National Anthem, you may remove all headgear and place your right hand over your heart or salute as you would if you were in an authorized military uniform.

(3) **When indoors not in a formation personnel will stand at attention but will not present arms.** If in civilian clothes, you will remove your headgear and stand at attention.

(4) **When indoors not in a formation personnel will stand at attention but will not present arms.** If in civilian clothes, you will remove your headgear and stand at attention.

(5) Soldiers will stand at attention and sing the Big Red One or Army Song whenever it is played. These songs are played at the end of every formal ceremony.

## 6. Off Limits Areas/Gambling

This regulation establishes Fort Riley off limits areas and prescribes policy and procedures for establishing local off-limits areas in the Fort Riley community. For more information, see the Fort Riley website <https://necportal.riley.army.mil/SitePages/Home.aspx>. The following guidelines apply:

a. Active duty U.S. Armed Forces personnel who are assigned to Fort Riley or who are within the Fort Riley area while on leave or temporary duty.

b. Federal rules on gambling prohibit employees from gambling while on duty, or while on government-owned or leased property, unless necessitated by their official duties. These restrictions apply not only to Federal employees, but also to members of the public at large, contractors, vendors, and exhibitors when on GSA-controlled property

## **7. Single Enlisted Soldier Quarters Policy:**

a. Barracks Purpose. Barracks and their associated areas are primarily to facilitate our military mission. The barracks provide secure, comfortable living quarters for single Soldiers so that Soldiers might rest, relax, and enjoy a degree of privacy thus preparing themselves mentally, spiritually, and physically for future missions.

b. Leader's Responsibility. Commanders, assisted by the chain of command, are responsible for the readiness, welfare, morale, discipline, and good order of their units, including the barracks. **NCOs are at the forefront of taking care of our Soldiers and should check on their Soldiers living conditions daily.** We in the 1st Infantry Division are interested in maintaining the highest standards possible.

(1) Clean: All common areas and individual rooms will be neat and clean

(2) Secure: All personal items should not be left unattended or unsecured

(a) Internal: All rooms will have functional locks, doors, windows, and wall lockers.

(b) External: Commanders will ensure barracks are protected from intruders and unauthorized visitors.

(3) Functional: Barracks lighting, heating, and cooling systems, latrines, washers, dryers, refrigerators, microwaves, and other major appliances will be functional.

(4) Safe: Commanders will continually monitor safety. Commanders will correct or report hazardous conditions, materials, and situations immediately.

(5) Privacy. There is NO perfect privacy in the Army. In the barracks, leaders will respect a Soldier's privacy to the extent appropriate. The intent is to provide privacy consistent with maintaining discipline, good order and mission readiness.

c. Specific Policies:

(1) Alcohol. The intent is to deglamorize the consumption of alcohol. Alcohol is permitted in the barracks as specified in CG Policy Letter#8. Brigade and separate battalion commanders may place further restrictions on the possession and consumption of alcohol in the



barracks. (e.g., no alcohol during recalls, lock-downs, or other unique times consumption is inappropriate).

(a) Consumption of alcohol while on duty is prohibited.

(b) Soldiers below the legal drinking age will not consume, store, or purchase alcohol, nor will it be stored or purchased for them.

(c) Soldiers 21 years old living in the barracks may possess alcohol in their respective rooms or common areas.

(2) Checks of Barracks. Commanders will ensure that health and welfare inspections are conducted in the barracks on at least a monthly basis. In addition to these inspections, commanders will regularly make personal visits to their Soldiers; barracks rooms. These visits should not be considered inspections but should instead focus on ensuring each Soldier's welfare. During the visits, the Commander will not enter the barracks room without consent except under exigent circumstances such as safety concerns or to conduct a probable cause search.

(3) Cohabitation/Visitors. Although visitors are allowed, they are not permitted to spend the night, live in the barracks, or abuse the visitation privileges. Soldiers are responsible for their visitors' actions in the barracks. Any non-military visitor under the age of 18 and not a member of the Soldier's immediate family must be accompanied by a parent or legal guardian. Units will maintain a visitor's log at each CQ location. Soldiers having visitors will ensure that their visitors are properly signed in and out at the CQ. There will be no overnight visitors, which is defined as any visitor who remains in the barracks between the hours of 0200 – 0600. Cohabitation (even short-term) is strictly forbidden. Visitation is a privilege – not a right.

(4) Command Presence. In addition to the aforementioned inspections and visits, commanders will ensure frequent, conspicuous leadership presence in the barracks especially on the weekends and holidays. All units will establish and maintain a presence of command during off duty, weekends, and holidays before and after midnight. The purpose is so that leadership is aware of what is going on with their Soldiers within the barracks, assist Soldiers fix problems related to emergency work orders and to help resolve other social issues that may arise before they get out of control.

(5) Contraband. Soldiers may not have contraband in the barracks or in their privately owned vehicles (POVs). FR Reg 190-1 and CG Policy Letter #8 contains a list of contraband and items prohibited in the 1<sup>st</sup> Infantry Division. Examples include illegal drugs, privately owned weapons, pyrotechnics, numchucks, and other items designated by the Commanding General.

(6) CQs. Each Company will have a CQ in their barracks. CQs are mandatory in all barracks. Brigade and Separate Battalion Commanders may establish CQs for specific purposes and periods at their own discretion.

(7) Flags/Banners. Properly displayed flags of the Nation, States, and U.S. territories and possessions are permitted. Appropriate regulations as to display, dignity, and respect with regard to the flag of the United States of America will be followed. Brigade Commanders and Separate Battalion Commanders will address other foreign flags with exception to the flag/banner policy – example: an official exchange soldier from a foreign army.

(8) Formal Inspections. These are normally “stand-by” type of formations that are unit oriented. Example: Payday procedures, Command Inspection Program (FR Reg 1-201). They may involve layouts, corrective actions or remedial procedures as a part of the program. All inspections or checks should include a corrective or follow-up plan and feedback to the Soldiers. All units will have a routine that includes periodic formal inspections.

(9) Health and Welfare Inspections. Scheduled inspections maintain the health, safety and readiness of the Unit. The use of Military Working Dogs or other technical means may be utilized in addition to the eyes and ears of the chain of command.

(10) Inspections. The Commander will inspect rooms and common areas to ensure standards of cleanliness; security, functionality, and safety are met on at least monthly basis. Units may want to put this in an SOP to provide further clarity. NCOs are responsible for taking care of our Soldiers and should check on their Soldiers living conditions daily.

(11) Occupancy. The goal is no more than 2 per standard (2 person) room. NCO acceptable standards for space are 135 square feet and a shared bath with not more than one other Soldier.

(12) Personal Property. Stereos, phones, refrigerators, microwaves, civilian furniture, and bedding are permitted. Units will set standards for use.

(13) Pets. Personnel who reside in the barracks are allowed to keep fish only. All personnel who reside in the area must agree to keep the fish and provide a plan in case of leave or deployment. Commanders must specifically authorize any tank that exceeds 10 gallons.

(14) Plants. No large floor plants or those that would stain or damage the room are authorized. Commanders may establish a “No Plant” policy if plants and their maintenance is inconsistent with their operational needs and OPTEMPO/OPCYCLE.

(15) Posters, Wall Displays, Screen Savers. Nothing in the rooms will endorse racial intolerance, gang activity, drug activity, or overt sexual activity. Additionally, no items or pictures that degrade national or military leaders will be acceptable as decoration. Refer to Barracks policy #9 for further guidance. Examples of offensive and inappropriate displays are:

(a) Nudity.

(b) Glorification of drugs and Alcohol.

(c) Racist, extremist, or violent gangs.

(d) Extremely cruel, inhumane, or displays otherwise incompatible behavior with normal unit cohesion.

(16) Privileges. Some special advantages or permission of benefits (usually gained/granted for proper duty performance, demonstrated maturity, and evidence of self discipline) may be granted by the unit commander.

(17) Prohibited Items. Contraband, illegal substances, and other deficiencies to include any number of a broader variety of items may be prohibited by commanders. FR Reg 190-1 and CG Policy Letter #9 lists prohibited activities and items. Subordinate commanders may prohibit other items in their unit areas as necessary to ensure safety, preserve unit cohesion, and maintain good order and discipline. Examples include unsafe items such as flammables, and divisive items such as openly displayed racist signs, symbols, and/or literature, which have been determined by the unit commander to be prejudicial to good order and discipline.

(18) Room Arrangements. There are no standard arrangements. Rooms may be arranged and decorated to allow the Soldier maximum freedom, but emphasizing cleanliness and property accountability. Units will prohibit unsafe arrangements.

(19) Room Paint. Commanders may approve exceptions for solid-color, light pastels. Room must be restored to government color upon clearing. No dark colors, bizarre patterns, or other schemes are allowed.

(20) Safety. Units will establish a safety program IAW current directive.

(21) Smoking/Tobacco use is prohibited in all DA-occupied workplaces except for designated smoking areas. Designated areas will be at least 50 feet from common points of ingress/egress and will not be located in areas that are commonly used by nonsmokers.

(22) Visitations. Soldiers residing in the barracks may have visitors of either sex in their rooms as previously outlined. Cohabitation is strictly forbidden. CQs will check visitors ID and sign the visitor in using a separate visitor log.

(a) Commanders will suspend visitations during EDREs, call outs, or if the commander determines that it may adversely impact upon mission readiness.

(b) Visitation is a privilege. Commanders may revoke this privilege if abused.

(REF: CG Policy Letter #9)

## **8. LEAVES AND PASSES:**

a. Leave. Soldiers accrue 30 days of leave annually. It is accrued at the rate of 2 1/2 days each month. Your accrued leave is shown on your Leave and Earnings Statement (LES).

Soldiers are encouraged by commanders to take periodic short leaves or leave during the unit's scheduled block leave rather than save up a large number of days, which they may not be able to use all at one time. Leave is requested in advance according to your unit SOP and are approved by commanders using DA Form 31. When you submit a request for leave, you are telling the commander that:

- (1) You have sufficient days accrued or are asking for advanced leave.
  - (2) You have enough money to cover your cost of leave and travel.
  - (3) You will return on time.
  - (4) You know to ask for an extension of leave if necessary.
  - (5) You can be contacted at the leave address stated in the event of a recall at any time.
  - (6) You will carry your approved DA Form 31 and Military ID card with you at all times.
  - (7) You will uphold the expected standards of conduct and appearance. Failure to return by 2400 hours on the designated last day of leave could result in you being AWOL. The unit phone number(s) contained on the DA Form 31 will be used to contact your unit if you cannot return by the prescribed time.
  - (8) Leave (both ordinary and emergency) taken outside the continental US (OCONUS) must be approved in advance by the Soldier's chain of command and G1/AG.
- b. Block leave programs are treated as part of the commander's annual leave program and are designed to provide maximum opportunity for all Soldiers to take leave at the same time. Block leaves are incorporated into the master training schedule as a normal part of the training year.
- c. Passes. A pass is an authorized absence from your unit for a relatively short period of time. Passes are a privilege to be awarded to deserving Soldiers by commanders. They are not a right. Passes are granted only to deserving Soldiers and only when you are not required to perform essential duties.
- (1) Soldiers who earn a Division coin will earn a three-day pass.
  - (2) Passes cannot be taken in conjunction with leave or another pass, and a pass cannot exceed 96 hours.
- d. Division units must be capable of responding swiftly to meet contingencies ranging from war to civil disturbance to natural disaster. When you are on pass or leave, it is your responsibility to make sure that your unit knows where you are and when you will return.

(REF: CG Policy Letter #3)

## **9. Equal Opportunity (EO)/Sexual Harassment/Assault Response and Prevention program (SHARP).**

Post Equal Opportunity Office:  
8071 Normandy Dr.  
Fort Riley, KS 66442  
(785)239-3357

Post Equal Opportunity Office:  
8071 Normandy Dr.  
Fort Riley, KS 66442  
(785)239-3379  
Hot Line (785) 307-9338

a. All Soldiers have the right to be treated fairly without regard to their race, color, gender, national origin, or religion. This includes not being sexually harassed.

b. Sexual harassment is a form of discrimination that involves unwelcomed sexual advances, request for sexual favors, and other verbal or physical conduct of a sexual nature between the same or opposite genders when submission to, or rejection of such conduct is made either explicitly or implicitly a term or condition of a person's job, pay, career or such conduct by a person is used as a basis for career or employment decision affecting that person; Such conduct has the purpose or effect of unreasonably interfering with an individual's work performance or creates an intimidating, hostile, or offensive working environment.

c. Techniques of dealing with sexual harassment

(1) All Soldiers and civilians have a responsibility to help resolve acts of sexual harassment. Examples of how to accomplish this includes:

(a) Direct approach. Confront the harasser and tell him/her that the behavior is not appreciated, not welcomed and that it must stop. Stay focused on the behavior and its impact. Use common courtesy. Write down thoughts before approaching the individual involved.

(b) Indirect approach. Send a letter to the harasser stating the facts, personal feelings about the inappropriate behavior and expected resolution.

(c) Third party. Request assistance from another person. Ask someone else to talk to the harasser, to accompany the victim, or to intervene on behalf of the victim to resolve the conflict.

(d) Chain of command. Report the behavior to immediate supervisor or others in chain of command and ask for assistance in resolving the situation.

d. There are two types of complaints: Informal and Formal

(REF: CG Policy Letter #2 and #7)

(1) Informal complaint is any complaint that a Soldier or Family member does not wish to file in writing. Informal complaints may be resolved directly by the individual, with the help of another unit member, the commander or other person in the complainant's chain of command. Typically these issues that can be taken care of informally can be resolved through discussion,

problem identification, and clarification of the issues. An informal complaint is not subject to time suspense. Commanders will not preclude Soldiers from using these channels in accordance with the procedures inherent/established by these agencies: Someone in a higher echelon of the complainant's chain of command, Inspector General, Chaplain, Provost Marshal, Medical agency personnel, Staff Judge Advocate, Community Housing Referral and Relocation Services (CHRRS) office. Reference: AR 600-20 Appendix D-1.a.

(2) Formal complaint is one that a complainant files in writing and swears to the accuracy of the information. Formal complaints require specific actions, are subject to timelines, and require documentation of the action taken. Soldiers have 60 calendar days from the date of the alleged incident in which to file a formal complaint. If a complaint is received after 60 calendar days, the commander may conduct an investigation into the allegations or appoint an investigating officer. Reference: AR 600-20 Appendix D-1.b.

e. Sexual Assault – is any actual or attempted sexual touching of another without their consent. Sexual assault is a crime and is intolerable. There are two types of reporting complaints: Restricted and Unrestricted.

(1) Restricted Reporting. A Soldier who is sexually assaulted and desires medical care, counseling and victim advocacy, without initiating the investigative process should use the restricted reporting option. Restricted reporting allows a sexual assault victim to confidentially disclose the details of the assault to specifically identified individuals and receive medical treatment and counseling, without triggering the official investigative process. Soldiers who are sexually assaulted and desire restricted reporting under this policy should report the assault to the Sexual Assault Response Coordinator (SARC), a Unit Victim Advocate, or a health care provider.

(2) Unrestricted Reporting. A Soldier who is sexually assaulted and desires medical treatment, counseling and an official investigation of his/her allegation should use current reporting channels, for example, chain of command, law enforcement or report the incident to the SARC. Upon notification of a reported sexual assault, the SARC will immediately assign a Unit Victim Advocate

## **10. Harassment/Maltreatment, Hazing & Corrective Training**

All Soldiers deserve to be treated with dignity and respect, free from harassment and maltreatment, safe to focus on the mission at hand. Leadership must foster a balanced and dignified work climate. Corrective action, in the form of extra training and instruction, is one of the most effective administrative measures for fixing a deficiency. These corrective actions must be tempered and conducted IAW prescribed regulations and policies, in order to prevent abuse of our Soldiers. Hazing is fundamentally in opposition to our Army Values and is prohibited at all times.

a. Reference UCMJ Article 93

b. Train NCOs on administering the proper leadership IAW FM 6-22 and AR600-20



## Uniform Wear and Appearance

### 1. Reference.

- a. AR 670-1, Wear and Appearance of Army Uniform and Insignia, 3 February 2005.
- b. ALARACT 202/2008, Army Service Uniform (ASU) Wear Policy, 20 August 2008.
- c. Army Directive 2011/11, Changes to Wear of the Army Combat Uniform (ACU) Items, 13 June 2011.
- d. ALARACT 241/2011, Modifying Wear of Improved Physical Fitness Uniform (IPFU), 23 June 2011.
- e. ALARACT 315/2011, Authorization to Wear the Flame Resistant (FR) Army Combat Uniforms (ACU), (FR ACU) Upon Redeployment, 22 August 2011.

2. The Army is a uniformed service where discipline is judged, in part, by the manner in which the individual wears the uniform prescribed. Therefore, a neat and well-groomed appearance by Soldiers is fundamental to the Army and contributes to building the pride and esprit essential to an effective military force. This policy is not meant to replace AR 670-1 or other appropriate Army policies, but to augment and reinforce those existing standards. I expect leaders at all levels to enforce these standards and instill good order and discipline across the formation.

3. **Duty Uniform.** The uniform of the day is prescribed by the commander and is normally the ACU, FR ACU, A2CU, food service uniform, or hospital duty uniform. On occasion, other uniforms may be proscribed by the commander (i.e., ASU, field uniform, etc.). Regardless of the uniform, it will be worn IAW AR 670-1. The standard for the duty uniform is very simple and Soldiers will remain in complete uniform at all times. The blouse will not be removed nor will the t-shirt be worn as an outer garment unless a Leader determines that the health and safety of the Soldier is in jeopardy and temporary removal of the ACU blouse is required.

4. **ACU/FRACU/A2CU.** The ACU/FRACU/A2CU will be worn IAW AR 670-1. Trousers will be bloused and sleeves will remain down (cuffing the sleeves is not authorized) at all times. Soldiers may sew on the U.S. Army tape, name tape, authorized skill and identification badges, and rank insignia as an option at their own expense. A mix of sewn on and pin on may not be used. Soldiers will not sew on the following: subdued shoulder sleeve insignia-current organization, subdued shoulder sleeve insignia-former wartime service, tabs, or the U.S. flag. Additionally, only authorized patches may be worn on the ACU/FRACU/A2CU. Commanders may NOT authorize distinctive unit patches to be worn on these duty uniforms. Soldiers are reminded that only one POW/MIA/KIA bracelet may be worn while in uniform (550 cord survival, stay strong, or other bracelets are NOT authorized for wear when in uniform). Sunglasses/eye protection will NOT be worn on the top of the forehead/head when not in use.

**5. Civilian Dress on Post.** Grooming is a matter of pride within the military community and the wearing of appropriate civilian attire is a personal responsibility within the parameters of good taste and social acceptability. In keeping with this principle and to ensure health, welfare, morale, and safety, the following dress code is implemented. Soldiers using post facilities, public buildings, public areas, or work areas will not wear:

- a. Shorts, cut-off jeans, or cut-off slacks, which are so short they expose any part of the buttocks or undergarments.
- b. Exposed hair curlers.
- c. Garments made of transparent material or of “open weave” type material, which expose the body (other than the arms) beneath the garment.
- d. Mixed military and civilian clothing is prohibited, except those garments authorized by AR 670-1.
- e. Garments which contain, depict, or display any obscene, pornographic, lewd, or lascivious word(s), character(s), picture(s), or symbol(s). Garments, which contain, depict or display any word(s), or expressly condone any criminal conduct in violation of federal law or obviously offensive to individuals or groups on the basis of national origin, race, sex, religion, or employment.
- f. Piercings will not be worn by Soldiers in uniform or civilian clothes on duty anywhere on the installation. Female Soldiers may wear earrings while in ASU’s and civilian clothes on post. **Male Soldiers will not wear earrings while in uniform or civilian clothes on the installation.**
- g. Footwear of some type must be worn in all post facilities with the exception of swimming pools and immediate areas.
- h. Soldiers will not wear trousers, jeans, shorts so low around the waist that their undergarments or buttocks are exposed.

**6. Off Post.** Wearing of the uniform off post is authorized with the following requirements: the uniform is clean, serviceable, and the Soldier is in the complete uniform at all times. The duty uniform in this paragraph is defined as ACU, FR ACU, A2CU, food service uniform, and hospital duty uniform. Combat vehicle crewman uniforms are not authorized except in transit from the individual’s quarters and duty station. The Army Service Uniform (ASU), Class A uniform, and dress/mess uniforms are authorized for wear off post. All uniforms will meet standards as outlined in AR 670-1. Exceptions to wearing the duty uniform off post are:

- a. Soldiers will not visit off-post drinking establishments or consume alcohol in public in duty uniform. NOTE: A drinking establishment is defined as a bar or club that primarily sells alcohol. Restaurants primarily selling food items are not considered drinking establishments.

b. Soldiers appearing in court during the duty day, whether on or off post, will wear the ASU or Class A uniform with all awards and badges IAW AR 670-1 and ALARACT Message 202/2008.

c. Wear of the duty uniform is authorized during commercial travel both CONUS and OCONUS; Soldiers may also wear ASU or Class A when traveling, but they must assure their appearance is in accordance with AR 670-1 and ALARACT Message 202/2008.

d. The physical training uniform is for physical training. Therefore, it is not authorized for wear off post and in any of the on post facilities, i.e. DFAC, Post Theater, Bowling Alley, Commissary, PX, etc. except for the following stipulations: May be worn during the duty week (Monday – Friday) in the DFAC for the breakfast meal only, at a Shoppette only during the hours of 0800-0900 to purchase essential items, i.e. bread, milk, gas, and emergency auto repair items, etc. Those traveling to and from the installation may stop at an off post establishment for the same type of services. Soldiers may wear the physical fitness uniform to drop off/pick up children at the Child Care Center during the duty week (Monday – Friday) only when it coincides with their conducting physical training (i.e. Special population PT, shift workers, etc.). In all cases the IPFU will be clean and serviceable IAW AR 670-1.

**7. Seasonal Uniforms.** Dependent upon weather conditions, commanders may prescribe cold/warm weather uniforms. Commanders will establish reasonable uniformity throughout their units. In establishing seasonal uniforms, the following guidance is provided:

a. The GORTEX jacket is authorized for wear during inclement weather.

b. The green fleece is authorized for wear as an outer garment.

c. The gray micro-fleece watch cap is authorized to replace the patrol cap when temperatures, including wind chill, fall below freezing. Battalion Leadership will determine wear of fleece cap for duty. Fleece caps are not authorized for wear outside the unit foot print and to retail facilities such as, but not limited to the AAFES, PX, or Commissary.

**8. Patrol Cap.** The ACU patrol cap is the basic headgear for all duty uniforms except the food service uniform and hospital duty uniform. The patrol cap may also be worn in field environments when the training situation dictates.

**9. Black Beret.** The black beret is the prescribed headgear for those participating in parades and ceremonies, including change of command, change of responsibility, and retirement. The beret will be retained and worn with the ASU/Class A, food service, and hospital duty uniform. It will be worn IAW AR 670-1.

**10. Non-Subdued Big Red One Patches.** The 1<sup>st</sup> Infantry Division Non-Subdued Big Red One (BRO) patch will only be worn during special events such as parades or changes of command or responsibility for those participating in the event/ceremony. As a general rule of thumb, when wearing the black beret the BRO patch will be worn.

**11. Field Uniform.** The field uniform consists of at a minimum the following components: IBA with IFAK on the lower left side, the Army Combat Helmet (ACH), Gloves, and ballistic glasses or goggles. Battalion level commands have the authority to add to the uniform, but must maintain the minimum standard at all times.



a. The patrol cap may be authorized by the senior commander when the unit is deployed in secure areas, or training to simulated FOB like conditions. Under no circumstances will the patrol cap be worn in place of the ACH during off-FOB operations, ranges, or tactical training outside of the garrison.

b. ACH. The ACH is equipped with a chin strap; the chin strap will be secure across the wearer's chin whenever the ACH is worn. The ACH will be worn during tactical training, rotary wing flight, riding or driving in all tactical vehicles. Soldiers in the rank of SPC or below will have their last name sewn on the helmet band above the wearer's left eye. SGTs and above will have their rank and last name sewn on the helmet band above the wearer's left eye (i.e. SGT JONES).

c. ARMY COMBAT SHIRT (ACS) -The ACS is authorized for wear under the IOTV while deployed for combat operations during off FOB missions. Commanders may authorize the wear of the ACS during training events, however, only when worn under the IOTV. At no time will the ACS be worn as a standalone top in garrison.

d. The field uniform is not authorized to be worn in off-post establishments.

e. NOMEX.

(1) The NOMEX uniform is specifically designed to provide an extra measure of protection from flash fires over non-fire retardant clothing. All crews and personnel working on or handling fuel, ammunition or performing in flight aircrew duties or in a fighting vehicle are required to wear NOMEX.

## **12. The Physical Fitness Uniform.**

a. The Army Improved Physical Fitness Uniform (IPFU) is the only authorized uniform for unit physical training during normal training days. Soldiers may use civilian fitness attire while on leave or pass. Soldiers are reminded that the IPFU is an official Army uniform and will adhere to all other grooming standards outlined in AR 670-1 (i.e. hair, fingernails, jewelry, clean shaven, etc.)

b. The summer/warm weather IPFU consists of the T-shirt and shorts, additionally the winter/cold weather IPFU may consist of the gray and black jacket, black pants, foliage-green micro-fleece cap and gloves.

c. Commanders may authorize wear of the long sleeved T-shirt with the warm weather IPFU as needed. Commanders may also authorize the wear of black gloves and the foliage-green micro-fleece cap. Uniformity is required when in formations. The shirt will be tucked inside the trunks.

d. Only running shoes that accommodate all five toes in one compartment are authorized for wear. Those shoes that feature five separate, individual compartments for the toes are prohibited for wear with the IPFU.

e. Commanders may authorize the wear of commercially purchased items such as shoes, socks, spandex biking shorts or equivalent to be worn with the IPFU. Socks will be above the ankle bone with no visible logos. Biking shorts or equivalent will not extend below the top of the knee and must be gray or black and cannot bear any visible brand markings or patterns.

f. Wrist/headbands, leg warmers, and hats will not be worn with the IPFU.

g. A reflective belt will be worn with both the summer/warm weather and the winter/cold weather IPFU. When wearing the summer IPFU, the reflective belt will be worn around the waist. When wearing the winter IPFU, the reflective belt will be worn diagonally from the top right to the bottom left, outside the IPFU jacket.

h. Distinctive unit t-shirts may be substituted for the gray Army t-shirt for battalion/squadron/company level organizations and higher.

i. Commanders may authorize the wear of the ACU for physical fitness training when deemed appropriate.

**Summer**



**Winter**



### **Physical Fitness Training**

**1. Use of Headphones.** The use of headphones or earphones while walking, jogging, skating, and bicycling, including pocket bike, motorcycle or moped on Army installation roads and streets is prohibited. (AR 385-10). The use of headphone during PT indoors on Fort Riley is authorized.

**2. Unit T-Shirts.** Distinctive Unit T-shirts. Brigade and Battalion commanders may substitute a distinctive unit T-shirt for the IPFU shirt within the following guidelines:

- a. Authorized for Brigade, Battalions, Company and Division staffs.
- b. Logos must be in good taste with no profanity, nudity, or otherwise offensive images.
- c. All Soldiers in formation must be in the same uniform. No mixing of Soldiers with summer and winter IPFU.
- d. Soldiers will not be coerced or forced to purchase a T-shirt.



**3. Authorized Individual.** Soldiers in the rank of SGM, MAJ and CW4 and above are authorized to conduct PT on their own. PT will be executed in only designated PT areas. All housing areas and unauthorized PT routes apply to any Soldier conducting PT.

**4. Special Conditioning Program.** Battalion-level commanders and CSMs are primarily responsible for Special Conditioning Physical Training. The goal of Special Physical Training is to reduce the risk of further trauma to an injured Soldier while maintaining the Soldier's fitness levels as high as possible. (More information FM 7-22 CH6)

**5. Post Gyms.** Units are authorized to conduct unit level PT inside of gyms with prior coordination and reservation of training requirements. Gymnasiums are otherwise prioritized to support special population PT. (remedial, profile or pregnancy PT)

**6. Unit Runs and Cadence Calling.** Unit and cohesive runs are encouraged and authorized. Units should ensure that cadence calling is kept clean in nature and does not distract from unit cohesion, morale and Esprit de Corps

**7. Foot Marches on Roadways.** One of the greatest dangers on Fort Riley is Soldiers conducting foot marches during hours of limited visibility. The use of ChemLights throughout the formation is encouraged. Preventive measures must be taken to ensure the safety of everyone involved in these events.

a. A formation is an assembled group of military personnel under the supervision of a leader and in two or more squad columns. Units conducting individual foot marches in a single file are not defined as formations.

b. When marching, Commanders will maximize use of off-road areas, tank trails, firebreaks, and roads with speeds of less than 35 MPH. The following guidelines apply:

(1) Any 2 or more lane road or roads where the speed exceeds 35 MPH are off limits to formations (2 or more squad columns).

(2) Formations will proceed with traffic. The formation will have front and rear road guards and all trail vehicles will be off on the shoulder of the road. The Commander will ensure that no one walks in the middle of traffic.

(3) Formations will not pass each other on the left side of the Street during PT hours. All personnel must stay to the right of the center line.

(4) Conditioning foot march uniform will consist of IPFU with boots and boot socks. PT reflective belt will be worn across the midsection of the MOLLE rucksack or assault pack. Tactical foot march uniform will consist of Duty uniform, boots and boot socks, ACH or PC. (Headgear will be worn). Body armor, flick, eye pro, headgear and gloves will be a Leaders determination.

## OFF LIMITS AREAS/ROADS DURING PT

### 1. Reference. FR Pam 350-2

2. At no time will PT be conducted in Housing areas. Any Road with a speed limit less than 35 MPH that is not listed as '*off limits*' is available for use by units to conduct PT and conditioning road marches. Unit runs should only be conducted in/on authorized PT routes. Units are restricted from running on the following roads during PT hours or while conducting individual PT:

a. Main Post. Williston Point Road and Caisson Hill and 1<sup>st</sup> Division Road along with Huebner road and Dickman are off limits to units for PT.

b. Camp Whitside: All routes except from the softball parking lot on 4th Street, E Street, Third Street and the Riley Conference Center Golf Course are off limits to unit PT. Loops can be made around building 610, northwest of 3rd Street.

c. Camp Funston: Off limits to unit PT.

d. Camp Forsyth: Off limits to unit PT.

e. Custer Hill will be closed to vehicle traffic from 0630-0730

3. At no time will PT, to include foot marches, be allowed on roadways where the posted speed limit is 35 MPH or higher. This includes formations and individual runners alike, at anytime. Physical Training is prohibited on the following roadways (see fig. 3) unless prior approval for a specific training event has been given by the G-3 and coordinated with the Division Provost Marshal Office (PMO) to provide a Military Police (MP) escort:

Huebner Road  
Junction City Blvd.  
1st Division Road  
McCormick Road  
Henry Ave.  
Trooper Drive  
Custer Ave.  
Holbrook Ave.  
Caisson Hill  
12th, A and Buffalo Soldier  
(Camp Funston)

Estes Road  
Williston Point Road  
Campbell Hill Road  
Mallon Road  
Old Highway 77  
Vinton School Road  
Kitty Drive (Wash Rack Road)  
Dickman Ave.  
Road Morris Ave.

## SAFETY

1. Composite Risk Management is the Army's primary decision-making process to identify hazards, reduce risk, and prevent both accidental and tactical loss. All Soldiers, Commanders and Army Civilians are responsible to integrate Composite Risk Management into missions, jobs, and off-duty activities. **Leaders will** encourage **ALL Soldiers** to log on and complete the CRM Basic Course online. To do so follow these steps:

Step 1. Go to <https://www.atrrs.army.mil/>

Step 2. Click on "Self Development" in the ATRRS Channels Directory

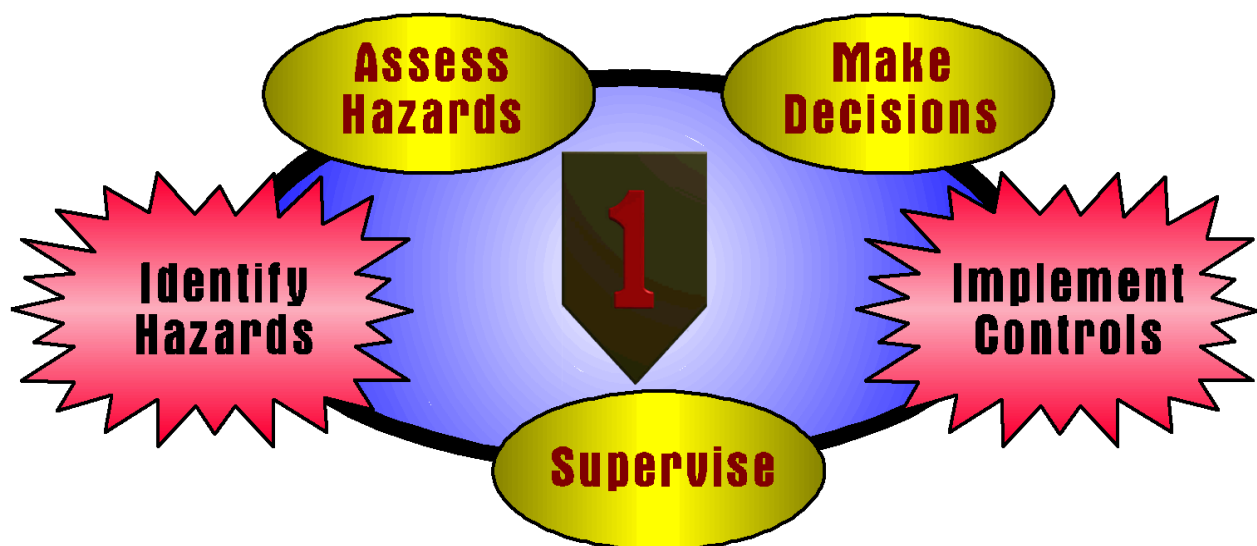
Step 3. Put course number or title search blocks (2G-F97\_DL Composite Risk Management Basic)

Step 4. Click "Search"

Step 5. Click "Register"

2. These five steps represent a logical and systematic thought process from which users develop tools, techniques and procedures for applying risk management in their areas of responsibility.

## ***The Five Step Risk Management Process***



3. Leader's responsibility of Risk Assessment:

a. Leaders are responsible for the actions and omissions of the Soldiers and civilians we lead. Leaders will establish a climate promoting composite risk management, will understand and fully implement the Army's five-step Composite Risk Management process (FM 5-19). Risk Management will be incorporated into Standing Operating Procedures, training plans, operation orders, and all aspects of every event. Risk assessments will be conducted for all training events,

operations, weekends, holidays, sporting, and recreational events. Composite Risk Management is a continuous process.

b. All accidents (regardless of accident class or personnel duty status) must be reported to the unit safety office and to the immediate commander or supervisor whose operation, personnel, or equipment is involved. An Army accident is defined as an unplanned event, or series of events, which results in one or more of the following:

- (1) Occupational illness to Army military or Army civilian personnel.
- (2) Injury to on-duty Army civilian personnel.
- (3) Injury to Army military on-duty or off-duty.

c. DA form 7566 (Composite Risk Management Worksheet) or FR FORM 108 will be utilized by all leaders to reduce risk and help prevent both accidents and loss.

d. DA FORM 7566 Link: <http://armypubs.army.mil/eforms/pdf.a7566.pdf>

e. Worksheet Instructions: SEE FM 5-19 CRM

#### **4. POV/ Motorcycle Safety.**

a. Reference. Army Regulation (AR) 385-10, chapter 11 and CG Policy Letter 5 states (On SharePoint at <https://necportal.riley.army.mil/1ID/CMDGrp/sgs/SitePages/Home.aspx?RootFolder=%2F1ID%2FCMDGrp%2Fsgs%2FShared%20Documents%2FPolicy%20Letters&FolderCTID=0x012000282CD603A9D42340BF5988A40075D246&View={F6CFEF2D-A0E9-4E1A-96A3-C63546B2D716}>)

b. It is the leaders and the Soldiers responsibility to ensure that POV/POM inspections are completed to standard once every quarter. The inspection forms to be used are the FR form 31-E for POV and FR form 31-MIC-R for motorcycles. One copy of the inspection will remain in the vehicle or on the rider and the original will be maintained at the company level at all times.

c. Soldiers planning to drive long distances for any reason will utilize the Travel Risk Planning System (TRiPS) [https://trips.safety.army.mil/ako\\_auth/trips](https://trips.safety.army.mil/ako_auth/trips).

d. Prior to operation of any motorcycle, Soldiers will successfully complete an appropriate Motorcycle Safety Foundation (MSF) based Basic Riders Course (BRC) or Deputy Under Secretary of Defense (Installations and Environment) DUSD (I&E) endorsed, State approved, curriculum for motorcycle operator's safety training. The Progressive Training Model is now mandatory for all Soldiers who ride motorcycles on or off-post. The new requirements include completion of the Experienced Rider Course (ERC), or Military Sport Bike Rider Course (MSRC) within 12 months of graduation from the Basic Rider Course, followed by sustainment training every five years and refresher training after every 180 days or greater deployed. Anyone on Fort riley who is operating or riding as a passenger on a motorcycle, moped, motor scooter, or

ATV, will wear complete Personal Protective Equipment (PPE) as indicated in 5d (1-4). Soldiers operating any of these vehicles off post are required to wear the same PPE. Required PPE is per AR 385-10 paragraph 11-9d (1-6).

e. All civilian personnel or contracted laborers that are properly licensed to ride a motorcycle shall not be required to receive service sponsored training, or to prove that they have taken other motorcycle training in order to operate a motorcycle on a DoD installation, except civilians or contractors that operate government owned motorcycles, mopeds, motor scooters and ATVs.

f. The PPE includes but not limited to:

(1) Helmet: The helmets of personnel riding motorcycles or ATVs on Fort Riley, shall be certified to meet DOT Federal Motor Vehicle Safety Standard No. 218, United Nations Economic Commission for Europe Standard 22-05, British Standard 6658, or Snell Standard M2005 in accordance with DODI 6055.04, 2 April 2010, references (v), (w), and (y). All helmets shall be properly fastened under the chin.

(2) Eye Protection: Designed to meet or exceed ANSI Z87.1, reference (z) for impact or shatter resistant goggles, wraparound glasses or a full-face shield properly attached to the helmet. A windshield or fairing does not constitute eye protection. Amber or clear lens are encouraged for night riding.

(3) Foot Protection: Includes sturdy over-the-ankle footwear that affords protection for the feet and ankles (durable leather or ballistic-type cloth athletic shoes that cover the ankles may be worn).

(4) Protective Clothing: Long-sleeved shirt or jacket, long trousers, and full fingered gloves or mittens. Motorcycle jackets and pants constructed of abrasion-resistant materials such as leather, Kevlar®, or Cordura® and containing impact-absorbing padding is strongly encouraged. The intent is to have riders in gear designed for riding that provides the rider as much protection as possible. Riders are encouraged to select PPE that incorporates fluorescent colors and retro-reflective material. Riders will wear a vest, jacket or upper outer garment that is both fluorescent and reflective during day and night operation. The Reflective physical training (PT) belt is not an acceptable form of PPE. If the rider is wearing a backpack that covers the fluorescent/retro-reflective upper outer garment, the backpack must also have the same fluorescent/retro-reflective quality as the upper outer garment. Otherwise, the backpack must be covered with a fluorescent/retro-reflective vest to provide the same amount of visibility as the fluorescent/retro-reflective upper outer garment.

g. POV/POM Inspection Form Link: <http://safety.army.mil/> under the Privately Owned Vehicle Safety section.

h. Motorcycle Mentorship Program POC: Division Safety Office, 240-1073.

i. Reference Policy Letter is CG Policy Letter #5.

## 5. Motorcycle Mentorship Program.

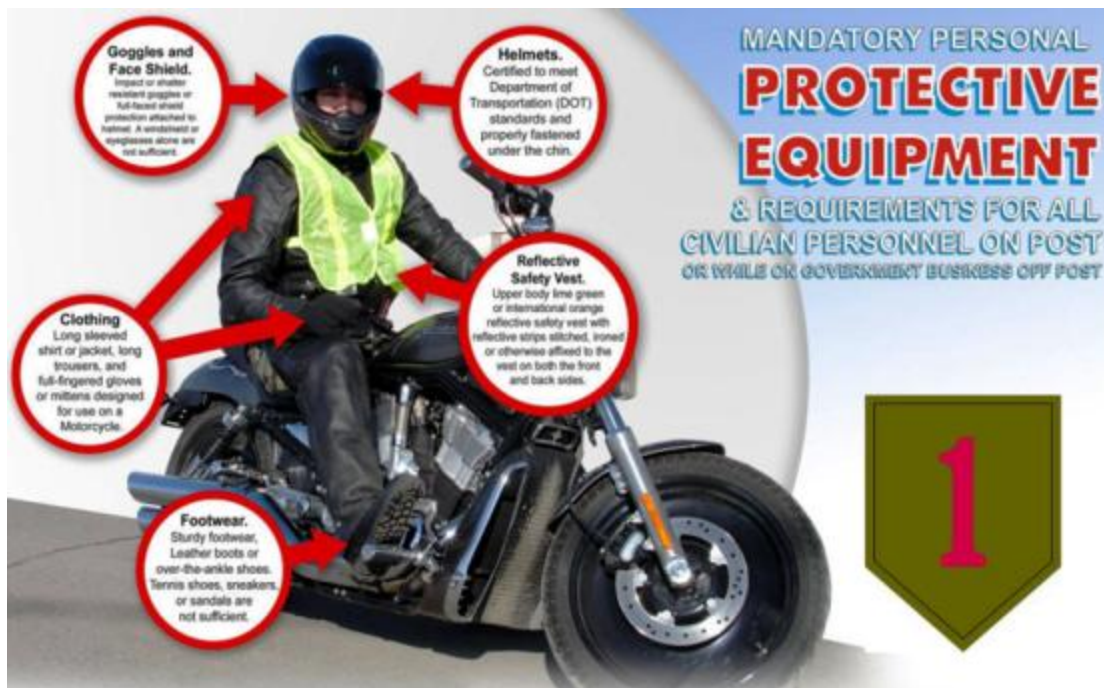
a. Mentors are the backbone in promoting a lifetime of riding skills. Mentors and experienced operators will serve as examples and role models for novice operators by emphasizing key motorcycle, moped, motor scooter and ATV fundamentals, and promoting adherence to Army, installation, local and state regulations and laws.

b. Installation units including strategic partners and non-divisional unit commanders, and the Fort Riley Garrison Commander will implement the Motorcycle Mentorship Program within their commands. The Combat Readiness Safety Center (CRSC) website, <http://safety.army.mil/>, provides best practices, regulations, messages, and policy to assist commanders in their mentorship programs.

c. All commands with motorcycle or ATV operators will designate in writing by appointment orders, both a motorcycle and ATV operator mentor based on the operators' experience as a rider, maturity, and commander's assessment. These individuals will be in compliance with all requirements IAW CG Policy Letter 5. The Motorcycle Mentor(s) will report to his/her commander on issues involving motorcycle training and safety.

d. Commanders will track all new operators that have completed the licensing requirements and Basic Rider Course (BRC). These operators will be targeted to attend the Experienced Rider Course (ERC) or Sport Bike Course as required by CG Policy 5.

e. All installation units will assign a POC as a motorcycle/ATV, or a specialty vehicle advisor with oversight of their program for government employees who operate a motorcycle, ATV or specialty vehicle as part of their job requirements. If requested, GSO will provide training to the assigned POC.



**6. Boat Safety.** On line courses are available; for more information visit: **Boating Education** (beware of web-sites as they may claim to be National Association of State Boating Law Administrators (NASBLA) or contact the Fort Riley MWR Outdoor Recreation Marina at 785-463-LAKE (5253).

**7. ATV Safety classes and courses.** Contact Garrison Safety Office at 785-239-3391 for more information.

**8. Military Vehicle Safety.**

a. Both Leaders and Soldiers must play an active role in the safety for all military vehicles by ensuring that:

- (1) PMCS' are completed to standard.
- (2) Vehicles are properly dispatched.
- (3) Driver is fully trained and licensed on the assigned vehicle.
- (4) All required safety equipment is present and operational.
- (5) Seat belts are worn at all times during operation of vehicle.
- (6) The ACH will be worn in all military tactical vehicles.
- (7) Eye protection will be worn if wind screen or shield is not present.

b. Tactical Vehicles. Extra precautions must be taken when operating in or around tactical vehicles. Only licensed drivers are authorized to operate these vehicles. Vehicle operators must ensure they follow all technical standards for the safe operation of the vehicle.

c. Vehicle ground guides are required in the following situations:

- (1) When vehicles enter congested, confined, or bivouac areas.
- (2) Before a wheeled or track vehicle is moved in an assembly or bivouac area.
- (3) During movement within or through an assembly area. Tracked vehicles require two ground guides, front and rear. Guides must be able to see each other, be visible to the driver, and be located 10 meters in front of and off to the side of the driver(not in the vehicle's path). If the driver loses sight of the ground guide, they will stop the vehicle until line of sight is regained.
- (4) When traveling cross-country during periods of reduced visibility (extreme ground fog, snowstorms, dust/sand storms, etc.).



d. Leaders will ensure:

- (1) All personnel in the vehicle wear seat belts.
- (2) Gunners will utilize the Gunner Restraint straps and Troop straps are utilized by personnel riding in the back of authorized Troop carriers.
- (3) No one rides on top of vehicles.
- (4) Soldiers must wear eye protection in gunner's turrets or when riding in the cargo area of a vehicle.
- (5) Crews rehearse roll over drills.



**Always be prepared for the ever changing terrain.**

**9.** Operators strictly adhere to speed limits for the type of vehicle. IAW FR Reg 385-12, Chap 5-13 and 5-15, the following are the maximum speed limits, on Fort Riley, during ideal driving conditions and blackout driving:

a. Maximum speed limits:

- (1) Wheeled vehicles on hard surface roads: as posted
- (2) Wheeled vehicles on improved tank trails: 30 MPH
- (3) Wheeled vehicles on unimproved tank trails and roads: 20 MPH
- (4) Wheeled vehicles off road travel: 10 MPH (or as directed by the unit commander).
- (5) Tracked vehicles on improved tank trails: 30 MPH



- (6) Tracked vehicles on unimproved tank trails and roads: 20 MPH.
- (7) Tracked vehicles off road travel: 10 MPH (or as directed by the unit commander)
- b. Speed limits for blackout driving with NVDs when authorized are as follows:
  - (1) Hard surface roads: 20 MPH.
  - (2) Improved tank trails 15 MPH.
  - (3) Unimproved tank trails 10 MPH.
  - (4) Off road travel 5 MPH (or as directed by the commander).

**NOTE:**

- The above speed limits will be observed unless a lower speed limit is posted.
- Catch-up speed will not exceed the vehicle's max speed.
- All wheeled vehicles traveling off post will observe legally posted speed limits or IAW with SOPs and current regulations.

**10. For more information on Safety, please contact:**

Division Safety Office: BLDG 580. Phone: (785) 239-6464; (785) 240-1073/1491

Garrison Safety Office: BLDG 500. Phone: (785) 239-2514; (785) 239-8469

**11. Useful Safety Related Links**

USAR/SAFETY CENTER

<https://safety.army.mil/Default.aspx>

COMPOSITE RISK MANAGEMENT

<https://safety.army.mil/crm/COMPOSITERISKMANAGEMENTHOME/tabid/110/Default.aspx>

SAFETY STATISTICS & REPORTS

<https://safety.army.mil/statisticsdata/SAFETYSTATISTICSREPORTSHOME/tabid/242/Default.aspx>

ARMY TRiPS – Travel Risk Planning System

[https://trips.safety.army.mil/ako\\_auth/trips](https://trips.safety.army.mil/ako_auth/trips)

FORT RILEY COMMAND SAFETY

<http://www.riley.army.mil/UnitPage.aspx?unit=usag.safety>

FM 5-19 (FM 100-14) Composite Risk Management



**IRWIN ARMY COMMUNITY HOSPITAL**  
**600 Caisson Hill Road, Fort Riley, KS 66442**  
**Telephone: 785-239-7000**  
**Appointment Line: 785-239-DOCS (3627)**  
**Website: <http://iach.amedd.army.mil/>**



### Outlying MEDDAC Facilities

Farrelly Health Clinic  
 8072 Normandy Rd.  
 785-240-5552/5548

Consolidated Troop  
 Medical Clinic  
 7672 Estes Rd.  
 785-239-5181/4411

Novosel Aviation  
 Clinic  
 814 Marshall Dr.  
 785-240-1125

Warrior Transition  
 Battalion  
 671 Warrior Rd.  
 785-240-7212

Mild Traumatic Brain  
 Injury Clinic  
 7606 Parker St.  
 785-239-5731

Warrior Readiness  
 Medical Center  
 7671 Estes Rd.  
 785-239-7983

Soldier Readiness  
 Processing  
 7671A Normandy Dr.  
 785-239-4285

IACH Main Pharmacy  
 785-239-7619  
 600 Caisson Hill Road  
 Monday – Friday: 7:30 a.m. – 6 p.m.  
 Training holidays: 7:30 a.m. – 4:30  
 p.m.  
 Federal holidays and weekends:  
 Closed

PX Drop-off Pharmacy  
 785-240-7979  
 2210 Trooper Drive  
 Monday – Friday: 9 a.m. – 6 p.m.  
 Training holidays: 9 a.m. – 6 p.m.  
 Federal holidays and weekends:  
 Closed

Farrelly Health Clinic Pharmacy  
 785-240-5536  
 Monday – Friday: 7:30 a.m. – 6 p.m.  
 Training holidays: 7:30 a.m. – 4:30  
 p.m.  
 Federal holidays and weekends:  
 Closed

Consolidated Troop Medical Clinic  
 Pharmacy  
 785-239-1600  
 Monday – Friday: 7:30 a.m. – 6 p.m.  
 Training holidays: 7:30 a.m. – 4:30  
 p.m.  
 Federal holidays and weekends:  
 Closed

**Refill line: 785-239-PHAR (7427)**  
 Refills can be picked up at any  
 pharmacy. Please call at least 24  
 hours in advance.

### Access to Care

TRICARE Online is a secure way  
 to conveniently order refills on  
 your prescriptions anytime and  
 anywhere. Visit  
[www.tricareonline.com](http://www.tricareonline.com) to  
 register. Call 239-7968 or 800-  
 600-9332 for assistance.

### How to make an appointment

- TRICARE Online is a secure  
 web portal designed to  
 increase access to care for  
 authorized TRICARE  
 beneficiaries and increase  
 access to information for  
 designated TRICARE  
 physicians and support staff.  
 Visit  
[https://www.tricareonline.co](https://www.tricareonline.com)  
[m](https://www.tricareonline.com) to register. Call 239-7968  
 or 800-600-9332 for  
 assistance.
- Appointment Line - Call 785-  
 239-DOCS (3627) or 1-888-  
 239-DOCS (3627) Monday  
 through Friday from 7:30 a.m.  
 to 6 p.m.

### How to cancel an appointment


To cancel an appointment,  
 patients can call 785-239-DOCS  
 (3627), leave a voicemail  
 message at 785-239-8428, cancel  
 their appointment during Irwin  
 Army Community Hospital's  
 automated appointment reminder  
 service, or cancel on TRICARE  
 online if the appointment was  
 booked online.


### Suicide Prevention

In recent years we've seen a disturbing trend of increased suicides and suicide ideations across our Army and several world class resources have been made available to our Soldiers, Families and civilian employees to help prevent suicide. It is imperative that leaders and battle buddies take action when we see signs of depression and crisis in our Soldiers.

## RESPONDING TO SUICIDE CONCERNS

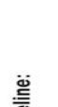
*If you suspect an individual is Suicidal, follow your ACE steps:*



**A** 

**Ask your buddy**

- Have the courage to ask the question, but stay calm
- Ask the question directly: Are you thinking of killing yourself?

**C** 

**Care for your buddy**

- Calmly control the situation; do not use force; be safe
- Actively listen to show understanding and produce relief
- Remove any means that could be used for self-injury

**E** 

**Escort your buddy**

- Never leave your buddy alone
- Escort to chain of command, Chaplain, behavioral health professional, or primary care provider
- Call the National Suicide Prevention Lifeline

USAPHC <http://phc.amedd.army.mil/>

National Suicide Prevention Lifeline:  
1-800-273-8255 (TALK)

TA - 095 - 0510

- Behavioral Health 785-239-7208
- Military OneSource (24/7):  
1-800-342-9647 or [www.militaryonesource.com](http://www.militaryonesource.com)
- National Suicide Prevention Lifeline (24/7):  
1-800-273-TALK (8255): or [www.suicidepreventionlifeline.org](http://www.suicidepreventionlifeline.org)
- Unit Gate Keeper:
- Unit Chaplain

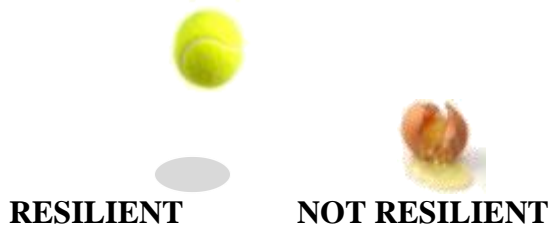


## Resiliency

There are few professions as demanding and stressful as that of a Soldier, especially in today's Army. Soldiers and their Families continue to face the challenges and sacrifices that come with serving in time of war. Most would agree that the stresses associated with multiple deployments and lengthy separations from loved ones are taking a toll on our formations.

While the Army has responded with several first class programs, initiatives and resources to assist our Soldiers and Families in dealing with these tough times, there is clearly a need to build resiliency within our ranks to help prevent stress related problems before they occur.

Resilience is defined as the ability to grow and thrive in the face of challenges and bounce back from adversity.



### Comprehensive Soldier and Family Fitness (CSF2)

The CSF2 program consists of five pillars:

1. The Global Assessment Tool (GAT) - A survey tool through which individuals are able to confidentially assess their physical and psychological health based on four of the five dimensions of strength: emotional, social, spiritual, and family fitness. <http://csf.army.mil>
2. Comprehensive Resilience Modules (CRM) – Web-based, self-development training intended to build resilience across the force (and the wider military community) and teach skills that support social, emotional, family, spiritual, and physical resilience.
3. Master Resilience Trainers (MRT) – MRTs serve as Commanders' advisors for resilience training. Graduates of a 10-day course, these Soldiers, Department of the Army Civilians and Army spouses (statutory volunteers) are the only personnel authorized to conduct formal resilience training to members of the Army Family.
4. Institutional Resilience Training (IRT) – Resilience training provided at every major level of the Army education system, from basic training to the War College.
5. Performance Enhancement – Provides Soldiers, Family members and Civilians with the mental and emotional skills to strengthen their minds and perform at their best when it matters most: in combat, healing after an injury or managing work and home life.

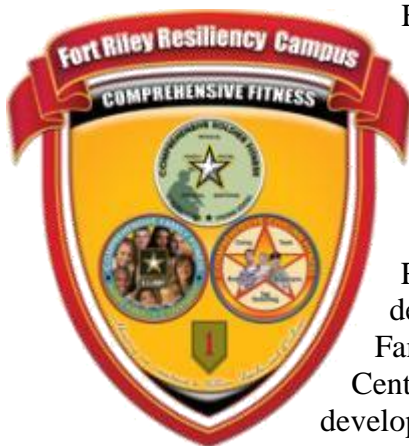


CSF2 is designed to build resilience and enhance performance of the Army Family -- Soldiers, their Families, and Army Civilians. CSF2 does this by providing hands-on training and self-development tools so that members of the Army Family are better able to cope with adversity, perform better in stressful situations, and thrive in life.

*Our Soldiers give their all everyday to protect the American way of life. The stresses and demands made upon them are great. They deserve our best, as leaders.*

*We must focus on building resiliency in our Soldiers, DA Civilians, and Families. –General Chiarelli VCSA*

The



Fort Riley Victory Center is located on Custer Hill; Resiliency Headquarters, Kapaun Chapel, Army Community Services, the Resilience Learning Center and Craig Fitness Center provide physical, emotional, social, family and spiritual support, acting as an epicenter of services for Soldiers and Families.

Resiliency programming at Fort Riley is the cornerstone in delivering Comprehensive Fitness to our Soldiers, their Families, Retirees and Army Civilians. The Fort Riley Victory Center seeks to increase resilience and enhance performance by developing and strengthening the five dimensions of strength.

### Useful Links

ARMY SUICIDE PREVENTION PROGRAM and RESOURCES

<http://www.armyg1.army.mil/hr/suicide/>

MILITARY ONE SOURCE Call **1-800-342-9647**

<http://www.militaryonesource.com/MOS.aspx>

NATIONAL SUICIDE PREVENTION HOTLINE **1.800.273.TALK (8255)**

<http://www.suicidepreventionlifeline.org/>

COMPREHENSIVE SOLDIER FITNESS

<http://csf.army.mil/>

FORT RILEY RESILIENCY CAMPUS

<http://www.1id.army.mil/resiliency/campus/default.aspx?nav=OurPost>

[CG POLICY LETTERS](#)

<https://necportal.riley.army.mil/1ID/CMDGrp/sgs/SitePages/Home.aspx>



# READY AND RESILIENT

## KEY MESSAGES

### WHAT IS READY?

The ability to accomplish assigned tasks or missions through resilience, individual and collective team training, and leadership.

### WHAT IS RESILIENCE?

Resilience is the mental, physical, emotional, and behavioral ability to face and cope with adversity, adapt to change, recover, learn and grow from setbacks.

### WHAT'S DIFFERENT?

The Ready and Resilient Campaign integrates and synchronizes multiple efforts and programs to improve the readiness and resilience of the Army Family - Soldiers (Active Duty, Reserve, National Guard), Army Civilians and Families. Ready and Resilient creates a holistic, collaborative and coherent enterprise to increase individual and unit readiness and resilience. Ready and Resilient will build upon physical, emotional and psychological resilience in our Soldiers, Families and Civilians so they improve performance to deal with the rigors and challenges of a demanding profession.

Specifically, Ready and Resilient will ...

- Integrate resilience training as a key part of the Army's professional military education throughout a Soldier's career from induction through separation or retirement.
- Synchronize and integrate key Army programs to reduce or eliminate suicide and suicidal ideations; sexual harassment and sexual assault; bullying and hazing; substance abuse; domestic violence; and any stigma or barriers associated with seeking help.
- Develop improved methods to provide Leaders and Commanders timely and accurate information and metrics to aid them in better identifying "at risk" and "high-risk" Soldiers, enabling early intervention.
- Continue to improve the Integrated Disability Evaluation System (IDES) to shorten processing times and improve the services provided to Soldiers and their Families.



# READY AND RESILIENT

## AN ARMY SOLDIER ...

- Is a skilled professional who lives by the Soldier's Creed and Army Values
- Manages sleep, diet and mind/body conditioning to become stronger and optimize performance
- Is self-aware, seeks help when needed and intervenes to help others, treats all with dignity and respect

## AN ARMY FAMILY ...

- Is an essential member of the Army Team
- Is able to thrive and remain strong through deployments, reassignments, and adversity
- Is aware of resources, willing to seek help for themselves and their Soldier when needed

## AN ARMY CIVILIAN ...

- Is a skilled professional who lives by the Civilian Corps Creed and Army Values
- Works with strong Army Soldiers to provide stability and continuity during war and peace
- Is a valued Army Team member, crucial to military operations support and provides full complement to military occupational specialties.

## AN ARMY LEADER ...

- Leads by example, sets and enforces high standards, and holds themselves and others accountable
- Establishes a climate that fosters resilience and trust
- Knows their team and equips them with the skills to achieve missions, overcome challenges and grow

## AN ARMY UNIT ...

- Is well-led and cohesive, with members proud to be part of the team
- Is trained, resourced and equipped to accomplish assigned tasks and quickly adapt to future missions
- Is stronger and more resilient than the sum of its individual parts



For more information, visit: [www.army.mil/readyandresilient](http://www.army.mil/readyandresilient)

For public affairs products, visit the AKO Public Affairs Portal: [www.us.army.mil/suite/page/216363](http://www.us.army.mil/suite/page/216363)



## The Big Red One Framework

The Big Red One framework for exercising mission command is the operations process. The major mission command activities performed during operations: planning, preparing, executing and continuously assessing the operation.

Commanders, supported by their staff, use the BRO Big 9 to drive the conceptual and detailed planning necessary to understand, visualize and describe their ULO environment; make and articulate decisions; and direct, lead and assess decisive action.

### THE BRO BIG 9

- Orders / Military Decision-Making Process (MDMP)
- Graphics
- Pre-Combat Checks (PCC) and Pre-Combat Inspections (PCI)
- Rehearsals
- Security / Force Protection
- Intelligence Surveillance and Reconnaissance (ISR)
- Direct / Indirect Fires Planning & Execution
- Composite Risk Management
- Re-Supply & MEDEVAC (Medical Evacuation)

### PRINCIPLES

- Commanders drive the operations process –
  - Apply critical and creative thinking –
  - Build and maintain situational awareness –
  - Encourage collaboration and dialogue –





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# Pillars of the Division



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## TRAINING

### Vision:

"Own the 1 Thing"  
Build "Tenacity" with  
Multi-Echelon (Multi-  
Function) Training and  
Self-Development

### Focus:

Movement to Contact  
Master Fundamentals  
Mission Support  
Apply Technical Expertise  
Empower Leaders  
8-Step Training Model  
Continuous Improvement  
Use Simulations

## MAINTAINING

### Vision:

"BRO Soldiers are  
Complete Soldiers"  
"BRO Civilians are  
Complete Civilians"

### Focus:

Mission  
Fellow Soldiers  
Establish Stability  
Preserve Continuity  
Family and Community  
Comprehensive  
Soldier Fitness  
Comprehensive Fitness  
and Mental Agility

## MORALE

### Vision:

Leaders Know  
"Why We Serve"

### Focus:

Catch People Doing  
Things Right  
Resiliency  
Mentorship  
Education/Counseling  
Sponsorship  
Be a Source of Counsel

## DISCIPLINE

### Vision:

"Good Soldiers  
(Employees) Do  
What is Right When  
No One is Looking"

### Focus:

Secure Yourself First  
Personal Responsibility  
Accountability  
Use Resources Wisely  
Knowledge Management  
Safeguard Resources  
Share Best Practices

## TEAMWORK



